

.03 Acting on Reports of Investigation – Violations Found

REVISION 01
(07/01/07 - 09/30/07)

When the Violations Found box is checked on the Report of Investigation (ROI), determine whether additional [mandatory verification](#) is needed.

(See [Information Needed](#) for policy on requesting required verification)

When the ROI is returned on a pending case and additional information is NOT needed, complete the eligibility determination. Review all information and verification provided by the participant or the investigators and determine its impact on the determination.

When the ROI is returned on an ACTIVE case and additional information is NOT needed, take appropriate action to complete any necessary changes. For instructions on processing changes see the following:

- [Effecting changes \(simplified reporting\)](#)
- [Effecting changes \(standard reporting\)](#)

Send the [C023](#) with any adverse action.

WARNING

When a change results in a negative action supervisor approval is required prior to taking the action and sending the C023.

Notify the investigator of the results of the eligibility determination based on the investigation findings, using the Case Action Report (OSI-002)